

**Statewide Interoperability Executive Committee (SIEC)
Summary of Minutes - Regular Public Meeting**

Tuesday, February 15, 2011 - 10:00 AM – 12:00 PM

SIEC Members Present

- Mark Venuti, Director, Guardian Medical Transport (Co-Chair)
- Paul Wilson, Captain, Pima County Sheriff's Office (Co-Chair)
- Jesse Cooper, Communications IT Project Manager, Phoenix Police Department
- Scott Tillman, Wireless Systems Engineer, Arizona Department of Public Safety
- Pete Weaver, Director, Maricopa County Department of Emergency Management

SIEC Members Absent

- None

Government Information Technology Agency (GITA) & Public Safety Interoperable Communications (PSIC) Office Attendees:

- Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office
- Michael Todd, PSIC Outreach Manager, PSIC
- Justin Turner, PSIC Operations Manager, PSIC
- Michael Britt, Project Manager, GITA
- Andrew Clark, Project Manager, GITA
- Jeffrey Crane, Project Manager, GITA
- Suesan Nordman, Project Manager, GITA

Additional Meeting Presenters

- Gregory Roemke, Mesa Police Communications Shift Supervisor, City of Mesa
- Morgan Hoaglin, Communications Coordinator, AZ Division of Emergency Management
- Dr. Jennifer Harder, Senior Scientist, Science Applications International Corporation (SAIC)

23 interested parties and members of the public were also present.

Call to Order

The meeting was called to order at 10:09 AM by Paul Wilson, Co-Chair. Roll call was taken as noted above, and a quorum was declared present. Mr. Wilson provided an update on the recent helicopter crash in Pima County that involved PC-WIN staff and consultants. Individuals wishing to send get well wishes to Larry Sayers can visit <http://www.caringbridge.org/visit/LarrySayers>.

Approval of Minutes – October 19, 2010 SIEC Public Meeting

Action Item

Motion: Mark Venuti made a motion to approve the August minutes.

Second: Jesse Cooper

The motion was unanimously carried.

AIRS MOU Requests from Non-Governmental Organizations

Action Item

Presenter: Michael Britt, Project Manager, GITA

Mr. Michael Britt reviewed the status of creating a policy for reviewing AIRS MOU Requests from Non-Governmental Organizations. The Arizona Department of Public Safety (DPS) had requested recommendations from the SIEC on a policy. The policy had originally been presented during the October 2010 SIEC. The PSIC Office met with DPS to review its request and researched possible approaches. Additionally, previous comments from the SIEC were incorporated. Mr. Britt reviewed the draft procedure:

Step 1: DPS may require the requesting NGO to present express written support from a government agency that is responsible for emergency management planning for its jurisdiction to the effect that the NGO is “performing public safety or public service activities warranting them to be given access to use of the common state radio channel(s) specifically for the purpose of coordinating activities during identified incidents”.

Step 2: DPS may request concurrence from the SIEC, through its NIMS-CU Workgroup, in the event that the role of the NGO warrants, in DPS’ judgment, additional review.

Step 3: DPS as licensee shall be responsible for making the final decision regarding whether or not to sign an MOU with any NGO.

The policy is being presented as a stand alone policy and not part of the AIRS MOU since the policy only applies to NGO’s and not to all agencies who wish to sign an AIRS MOU. The approved policy will be posted to the PSIC website at: <http://www.azgita.gov/psic/library/standards/default.htm>.

Motion: Mark Venuti

Second: Pete Weaver

The motion was unanimously carried.

Arizona Interoperable Channels Plan

Presenter: Michael Britt, Project Manager, PSIC Office, GITA

Action Item

Mr. Michael Britt provided a detailed review of the Arizona Interoperable Channels Plan. Mr. Britt reviewed the SIEC Work group efforts, summarized the changes made to the plan, and discussed each of the features in the plan:

- Nomenclature
- Common Language Protocol
- FCC Allocations and related Programming Requirements
- Licensing Requirements
- Calling Channels
- Tactical Channels

The SIEC then proceeded to discuss the plan. Mr. Scott Tillman requested that 7Call70 be notated to indicate that it is Mexican Border Restricted. Mr. Tillman also asked if the committee wanted to include the marine calling channel (VTAC 17) in the Channels Plan. Mr. Wilson suggested that the plan could be amended in the future to include this. Mr. Cooper noted that on page 8, 700 MHz Operations, the preferred NAC code is a typographical error and should be listed as F7E. Mr. Wilson raised the concern that the AIRS plan sets forth responsibility for monitoring of channels, and the Arizona Interoperable Channels Plan is silent on this issue. Mr. Wilson would like the work group to address this disconnect in the future.

Mr. Wilson then asked the audience if they had any comments on the plan. Mr. Dan Wills restated that the marine calling channel should be considered in the future for inclusion in the guide. In addition, OEC has made additional nationwide pairs available for use. These pairs will be published in the upcoming NIFOG revision (1.4). Mr. Wills suggested the committee should consider including these pairs as well.

After discussion, Mr. Wilson asked the Committee their preference for revising the plan, or moving forward with approving the existing plan. Mr. Tillman proposed that the Committee approve the plan with only minor modifications, and that the workgroup continue to work through some of the other issues that were raised.

Motion: Scott Tillman moved the Committee approve existing plan with the previously mentioned typographical error corrected, and the notation on 7Call70 be added to indicate that it is Mexican Border restricted.

Second: Jesse Cooper

The motion was unanimously carried.

Update on City of Mesa 700 MHz Interoperable Channel Usage

Presenter: Gregory Roemke, Mesa Police Communications Shift Supervisor, City of Mesa
Information & Discussion Item

Mr. Gregory Roemke presented an update to the SIEC on the Mesa Police Communications Mobile Dispatch Trailer. In 2009 Mesa Police received a UASI grant to develop a mobile communications dispatch trailer. Mr. Roemke reviewed the capabilities of the trailer, equipment specifications, and current status. The most significant challenge is the FCC and licensing the radio channels identified by the SIEC for the trunked repeater system. The City of Mesa has applied for a waiver from the FCC to license the frequencies and FCC action is currently pending. Once the licensing issues have been resolved, mesa will begin coverage testing.

Update on Black Metal AIRS Site

Presenter: Scott Tillman, Wireless Systems Engineer, DPS Wireless Systems Bureau
Information & Discussion Item

Mr. Scott Tillman updated the committee on progress made deploying an AIRS Suite at the Black metal Site. The AIRS suite was programmed for both AIRS 3 and AIRS 4 to service both the original Lake Havasu area in Mohave County and the Parker area in LaPaz County. This new coverage greatly improved LaPaz County's ability to perform operations during their NECP Goal 2 evaluation held in Parker.

Update on Strategic Technology Reserve & Long Mesa AIRS Suite

Presenter: Morgan Hoaglin, Communications Coordinator, AZ Division of Emergency Management
Information & Discussion Item

Mr. Morgan Hoaglin briefed the committee on the status of the Strategic Technology Reserve, including equipment configurations, capabilities, and deployment procedures. Mr. Tillman also discussed future plans for the STR, including current testing of the Harris Unity Triband Radios.

Mr. Hoaglin also provided an update to the Committee on the status of installing an AIRS Suite at the Long Mesa Site. A Memorandum of Agreement has been reviewed and signed by appropriate State

agencies, and is currently awaiting action from the Bureau of Indian Affairs. The committee also discussed the AIRS Channels that should be programmed in the suite.

Annual SCIP Updates – Discussion of SIEC Related Initiatives

Presenters: Lisa Meyerson, Statewide Interoperability Coordinator & Manager, PSIC Office

Dr. Jennifer Harder, Senior Scientist, Science Applications International Corporation (SAIC)
Information & Discussion Item

Ms. Lisa Meyerson and Dr. Jennifer Harder updated the Committee on the status of the 2011 SCIP Revision Process. Dr. Harder reviewed the objectives for the 2011 SCIP Revision and then facilitated a discussion on the existing strategic initiatives and objectives in the SCIP, as well as the proposed initiatives and objectives. Dr. Harder also reviewed the SCIP update timeline. The committee offered several suggestions and comments which will be reviewed and incorporated in the SCIP revision process.

Communications Unit Training Procedures

Presenter: Suesan Nordman, Project Manager, GITA

Information & Discussion Item

The PSIC Office is developing an Arizona Communications Training Coordination Procedure. Ms. Suesan Nordman discussed the purpose of the planned procedure, provided some background and reviewed the information being utilized to develop this procedure. Ms. Nordman also discussed the current status of the procedure and next steps in developing the procedure.

NECP Goal Two Assessment Project Update

Presenter: Jeffrey Crane, Project Manager, GITA

Information & Discussion Item

Mr. Jeffrey Crane updated the committee on the status of Arizona's NECP Goal Two Performance Assessment project. The presentation included a review of the event selection process, pre-planning process, and current activities. The presentation also covered the Event Observation Guidelines and the Observation Team.

Comments from the Public

Mr. Scott Tillman asked the public to provide input to DPS regarding development of a schedule for narrowbanding AIRS. Interested parties should contact Scott Tillman at the Wireless Systems Bureau of the Arizona Department of Public Safety.

Meeting Adjournment

Motion: Scott Tillman motioned to adjourn the meeting.

Second: Paul Wilson

The motion was unanimously carried.

Meeting Adjourned at 12:02 PM.

Pursuant to A.R.S. 38-341-01(B), minutes of the Statewide Interoperability Executive Committee are recorded by tape recorder. Taped minutes are maintained in the office of the Government Information Technology Agency. Public access and review of SIEC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 364-4498 to arrange for an audio of the tape-recorded proceedings.